DRAFT MINUTES
of the
SIXTH MEETING
of the
INFORMATION TECHNOLOGY OVERSIGHT COMMITTEE

November 8, 2004
Room 309, State Capitol

The sixth meeting of the Information Technology (IT) Oversight Committee (ITOC) for the 2004 interim was called to order by Representative Debbie A. Rodella, vice chair, on November 8, 2004 at 10:05 a.m. in Room 309 of the State Capitol.

PRESENT   **ABSENT**
Sen. Richard C. Martinez, chair   Sen. Steve Komadina
Rep. Debbie A. Rodella, vice chair   Sen. William H. Payne
Rep. Janice E. Arnold-Jones   Rep. Luciano "Lucky" Varela
Sen. Linda M. Lopez
Rep. Rory J. Ogle

Advisory Members
Rep. Ted Hobbs   Sen. Rod Adair
Rep. Jeannette O. Wallace   Sen. Mark Boitano

Staff
Raul E. Burciaga
Ralph Vincent
Kathleen Dexter

Guests
The guest list is in the meeting file.

Copies of all handouts and written testimony are in the meeting file.

STATUS REPORT BY THE CHAIR OF THE IT COMMISSION (ITC)
Carroll Cagle, chair of the ITC, invited all legislators and interested parties to attend the open source forum to be hosted by the ITC on December 9, 2004. The forum will include four of the top national experts on open source in state government, and one goal is to establish a common baseline of information on open source across all state agencies. Mr. Cagle also introduced the newest member of the ITC, Karen Buller, who is a member of the National Indian Telecommunications Institute. Mr. Cagle was joined by Moira Gerety, state chief information officer (CIO), and John Fitter, acting CIO for the General Services Department (GSD), and on questioning from committee members, they reported that:

- the previous ITC meeting was canceled due to a scheduling conflict with a cabinet meeting and a last-minute change of venue;
- the email consolidation plan has been approved by the Office of the CIO (OCIO);
- Dr. Stephen Easley, deputy director for information security at the Governor's Office of Homeland Security (GOHS), is working with the email consolidation team to establish a contingency plan for the consolidation process; old systems will not be shut down until all new user names and passwords are in place;
- independent verification and validation (IV&V) is now mandatory for IT projects funded through the Legislative Finance Committee (LFC) and must be done by an entity other than the vendor; results must be reported to an executive board or a project sponsor; and
- the OCIO has oversight of IT funding through executive agencies, but IT funds appropriated to other entities come under OCIO oversight only by exception.

In general discussion, members noted that voting machines have not undergone IV&V except by the vendor. Manu Patel of the LFC informed the committee that the general appropriation act includes IV&V language. Senator Martinez requested that staff draft a memorandum to the OCIO, with a copy to the ITC, regarding IV&V language in statute.

STATUS REPORT BY THE CIO — IDENTITY (ID) MANAGEMENT AND SECURITY — ASSET MANAGEMENT
Ms. Gerety gave an update on initiatives in the OCIO, and Mr. Fitter reported on the GSD's ID management efforts. They reported that:

- GSD is coupling ID management with the email consolidation project to create a single enterprise directory to replace the many directories currently being used;
- data received from agencies for the IT asset inventory have been moved from spreadsheets into a database, where it is being validated; the next steps are to create reports focused on domain team priority issues and assess collaboration and volume licensing opportunities;
- domain teams are creating IT standards for all agencies that must be met before consolidation;
- the governor will issue an executive order next week stipulating a clear line of authority for IT security; last year's security assessment showed that email passwords are the state's top vulnerability;
- the security domain team has arranged for an enterprise licensing agreement with WebSense for web filtering and content screening; the MessageLabs agreement for email filtering has been continued;
- the GOHS is issuing a request for proposal (RFP) for information security for all state agencies based on the system used at the Department of Transportation;
- the OCIO will submit funding requests for centralized disaster recovery and infrastructure replacement, regional consolidation and an enterprise project management tool; the budget includes increased funding for intrusion detection;
- the *Egov Strategic Plan* will be complete before the session begins; and

• negotiations with PeopleSoft for the SHARE project are under way.

On questioning from committee members, the presenters stated that:

• life cycle management information is included in the IT asset inventory database, though replacement schedules for software are more difficult to predict than for hardware or infrastructure;
• there is no requirement for an agency to report security problems; the executive order on IT security, if passed as an ITC rule, would make reporting mandatory;
• maintenance funding does not currently include training but will in the future;
• the OCIO requires a nationwide RFP when specialized IT knowledge is called for and encourages local procurement when generalized IT knowledge is needed;
• some agencies publish social security numbers (SSNs) on the web; statutory control over the use and publication of SSNs is needed, but the OCIO does not have the staff to draft such legislation; and
• GSD rates for email seem high because they represent the total cost of ownership; if GSD is going to be the state's email hub, the department needs more funding; lack of bar authority to GSD has been an impediment.

Representative Arnold-Jones requested information on the Procurement Code and possible changes that would help the in-state IT community.

MINUTES
On motion duly made, seconded and passed without objection, the minutes for the October 25, 2004 meeting were approved.

PUBLIC SCHOOL FACILITIES AUTHORITY
Tim Berry, deputy director of the Public School Facilities Authority (PSFA), and Bob Bittner, PSFA maintenance coordinator, gave an overview of the PSFA, which serves as staff to the Public School Capital Outlay Council (PSCOC). They presented three IT funding requests on behalf of the PSCOC: a construction information management system, which is a program for cost control and project management; a facility information management system (FIMS), which provides preventative maintenance oversight; and a student population forecasting tool, which would be used to predict the need for new school facilities. The OCIO supports funding the FIMS and the student population forecasting, with the stipulation that the latter project fall under OCIO oversight and be coordinated with the Public Education Department (PED).

LEGISLATIVE INFORMATION SYSTEM (LIS) USER GROUP — STRATEGIC PLAN AND PROPOSED BUDGET
Lenore Naranjo, chair of the LIS User Group, Paula Tackett, director of the Legislative Council Service (LCS), and Ralph Vincent, LIS, LCS, presented the *LIS Three-Year Strategic Plan*, which includes summaries of current and future IT projects in the LIS and fiscal year 2006 IT funding requests. On questioning from committee members, the presenters stated that:

- security was tightened on the LIS following a third-party security assessment conducted last year;
- the LCS does not have time or staff to do ongoing enrolling and engrossing during sessions and has received no direction from the Legislative Council on the matter;
- there will be two full-time IT support personnel available during the upcoming session, and support staff will be further augmented if necessary;
- the LIS will be moved off the state system in order to minimize disruption during the email consolidation; nmlegislature.gov is the proposed new domain name; and
- new legislators will not receive laptops until after they are sworn in.

In general discussion, committee members discussed the merits and drawbacks of the current system for recording only the final vote taken in committee, noting that the process is set by rule in each chamber. Representative Hobbs suggested that the LCS make a recommendation for a system that would include all votes taken on a house committee report, to be reviewed by the House Rules Committee. Representative Rodella requested that the LCS look into making a printer available to legislators, perhaps in the chief clerks' offices.

DEPARTMENT OF PUBLIC SAFETY (DPS) — COMPUTER-AIDED DISPATCH (CAD) PROJECT — AUTOMATED FINGERPRINT PROJECT — ID SECURITY

Veronica Chavez-Neuman, CIO for DPS, Paul Cook, director of the Technical and Emergency Support Division of DPS, and Major Randall Bertram and Sergeant Miguel Aguilar, both of the New Mexico State Police, gave a presentation on IT needs in DPS. The department needs approximately $1.9 million to complete the CAD project, which will place laptops in all command vehicles and with certain supervisors, and $3.5 million to replace the outdated fingerprinting system with an automated system that will reduce processing time. On the topic of ID security, Sergeant Aguilar reported that while ID theft is a misdemeanor in New Mexico, it is a felony in several other states, including Arizona, Texas and Utah. On questioning from committee members, the presenters stated that:

- DPS is 30 percent short on IT staff; contract labor costs to process the current backlog of fingerprints without converting to the automated system would be $1.5 million; there is no federal money available for upgrading the fingerprint system;
- most criminal ID theft is committed by family members and financial ID theft by strangers; there is no clear delineation of responsibility for investigating ID theft cases in some law enforcement agencies; more training is needed statewide on handling ID theft cases; and
- the pilot project in electronic citations involves 12 police officers, all local to Santa Fe because of the need for training and software support.

Representative Arnold-Jones requested information from DPS on savings and efficiencies to be realized from converting to the automated fingerprint system.

UPDATE ON IT SECURITY

Dr. Easley appeared at the request of the chair, and on questioning he stated that:

- the IT system at the secretary of state's office has been monitored for three weeks;
- preparations are under way to conduct the intrusion testing that was scheduled for last June; and
- while he cannot give details in a public meeting, some state agencies are vulnerable to outside attack; the agencies have been notified, and some have not yet corrected their vulnerabilities.

Representative Ogle recommended that the committee hold an additional meeting to allow Dr. Easley to give details on IT vulnerabilities without violating the Open Meetings Act.

CYBER-CRIME

Stephen Balke, consultant and part-time faculty at the University of New Mexico, gave a presentation in favor of establishing an office of cyber-crime intervention (OCI) within the proposed office of homeland security. The OCI would serve as the primary agency for cyber-crime prevention, coordination and education efforts. In general discussion, committee members noted the need for educating the public and suggested that Mr. Balke take his proposal to the governor, lieutenant governor and Michelle Lewis of the PED. Representative Rodella directed staff to draft a memorial on the establishment of an OCI.

LEGISLATIVE INITIATIVES

Raul Burciaga led a review of the legislative initiatives and IT funding requests discussed by the committee during the interim, and Representative Arnold-Jones suggested adding a vetting process for the OCIO on all IT legislation.

PUBLIC COMMENT

Manu Patel informed the committee that the attorney general has drafted an opinion that contracts issued in perpetuity under the Procurement Code are illegal.

Having no further business, the committee adjourned at 4:45 p.m. on motion duly made, seconded and passed without objection.

NOTE: These minutes were not approved because the November 8 meeting ended the committee's business for the 2004 interim. Copies have been provided to committee members.

Update on Ongoing IT Issues

Status of the IT asset inventory:

Data received from agencies for the IT asset inventory have been moved from spreadsheets into a database, where the data are now being validated. The next steps in the inventory process will include creating reports focused on IT consolidation domain team priority issues and an assessment of collaboration and volume licensing opportunities.